

**Regular Meeting of the Township Board  
Tuesday, August 10, 2021  
Cleveland Township**

Supervisor, Tim Stein, called the meeting to order at 7:01pm. Present on roll call were, Tim Stein, Todd Nowak, Jan Nowak, Angie Diotte, & Tanelle Budd. Present from the public were Nello Valentine & Eric Carlson.

**Motion by Todd Nowak and seconded Angie Diotte to approve July 13, 2021 Minutes. Ayes: 5, Nays: 0. Motion carried.**

**Public Comment on Agenda- Tim:** Defined conflict of interest, should the board need to step away due to any of the agenda topics.

**Supervisor's Report** – Envirollogic is heading up the project; equipment should be in there by the end of the month.

Traverse Lake Association- discussed Sleeping Bear Heritage trail, Sugar Loaf, and our roads. We have had 60 people use the boat wash since installation.

**Clerk Report** – Payroll is going to be rolled out starting in October. Suggest moving the salary payroll people and all other payroll to the third Tuesday of the month to account for all meeting attendees and to cut down on cost of payroll by only running it once a month.

Election- August 3<sup>rd</sup> Election went well. We had a slightly larger turnout then the May Special Election. We had 2 new people and a new receiving board. Will be issuing a reimbursement the Leland election with in the week.

Door- Election Inspector, was locked into the restroom due to a faulty doorknob during the August 3<sup>rd</sup> election. Tim is going to replace the door handle.

FOIA-Received a request from True North Law. Spent about 6.5 hours gathering extensive information based on elections from 2016, 2018, and 2020 for the primary and preliminary elections. Received a down payment of deposit, yet to receive the remaining balance.

Board gave approval to allow the clerk to get viewing access for bank accounts to help with reconciling.

**Treasurer's Report – July 31, 2021**

Revenue	\$ 29,884.76
Disbursements	\$ -61817.30
Bank Balance	\$ 368,149.71

**Motion by Jan Nowak and seconded Tanelle Budd to approve July 31<sup>st</sup>, 2021 Treasurer's Report. Ayes: 5, Nays: 0. Motion carried.**

**Planning Commission Report –Todd Nowak:** Public hearing on 4.27 Watershed protection, with one public participant. Positive feedback on the one participant. Next month we have Granicus, for short-term rentals, which has the numbers in our township on the website. For our survey we would like to know how many short-term rentals are in the township. Going to start reviewing the agribusiness graph.

**Zoning Administrator's Report – Nello Valentine-** One single family home permitted, there are about 3-4 permits that are pending. Leelanau conservancy came up with a final plan for the Palmer Woods trailhead. They are getting pretty close to being done. There are a couple of garages, additions, and another houses in the works. Big item, Telah Hartupee violation notice that needs to be acted on. There was a threat issued by Luke Moeggenberg toward Nello if he were to issue the violation. Now other properties are getting campers. The building department also got a complaint. Telah may be moving the trailer to a neighbor's property.

**Zoning Board of Appeals Report – None**

**Maintenance Report –** Township pavilion is done. Didn't have to take the railing and spindles out, but was able to take the seats out. The rails and spindles were all sanded and painted, and the pavilion was also sanded and painted, roof repaired, and floor was sealed and repaired. Saved us a chunk of money since we didn't have to take off the side railings. We will have to fill in the grade for the handicap ramps. The driveway will also need to be repaired for some washouts. Tree branches inhibiting the boats were removed, and the entrance sign is now painted and up. Just the landscaping work needs to be done.

**Assessor Report – None**

**Other members – None**

**Old Business –**

**Update on status of Township's use of a debit or credit card-** Angie will apply for the credit card to see what the specifications are with it. We'll need to set up alerts to members so we have a checks and balance system in place for when the card will be used. Angie will come bank with what the limits are.

**Review/Update Cedar Area Fire and Rescue – Rick Royston:** Did not come in, nothing to report. He's dealing with the Union. Greg Julian to formulate plans for a second fire department. We need to know who takes ownership of the hall, depending where it's located. How does it work? We need to get together with Centerville to see how the ownership will play out like it does in Solon. We can get access to the American Relief plan for funds, which we did apply for.

**New Business –**

- a.) Board consideration for agreement to pay Paul Stowe and Andrea Stevenson \$20.00 per hour to provide per hour to provide survey information to the Planning Commission on the Township Master Plan, as per State requirements.** Last meeting Dean was here to update the board on the quotes they received, which were too high. Paul and Andrea have come up with a better way to get the survey completed. Tim would like to set a maximum limit of \$2500 or less to get the survey done. Everything would be labor related, no supplies. We would charge Dean with proof of hours for Paul and Andrea. The budget would come from the Planning Commission for the Master Plan 5-year update, which we could track. Budget recommendation amendment at our second meeting.

**Motion: To approve the payment \$25 per hour for Andrea and Paul to create a survey for the Planning Commission. Motion introduced by Jan Nowak. Motion seconded by Todd Nowak; Ayes: 5, Nays: 0. Motion carried.**

**c.) Payment of Bills-**

**Motion by Jan Nowak and seconded Tim Stein to approve payment of bills for August 10, 2021. Ayes: 5, Nays: 0. Motion Carried.**

**Correspondence – Rate fees from Figura law have gone up. We generally use the paralegal for the majority of our inquiries. \$160 per hour for Tim Figura, \$180 per hour for Dick and \$80 per hour for the paralegal.**

**Jan-** is that only a \$10 an hour increase?

**Tim-** It may be.

**Public forum – None**

**Motion by Todd Nowak and seconded by Jan Nowak to adjourn meeting at 7:36  
Ayes: 5, Nays: 0. Motion carried.**

Tanelle Budd, Clerk

Approved by Tim Stein, Supervisor